

## **SPRING CITY BOROUGH COUNCIL MEETING**

**August 3<sup>rd</sup> , 2020 - 7:00 P.M.**

### **CALL TO ORDER:**

President Shaner called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

### **ATTENDANCE:**

The following members were present: Councilmen Bauman, Sr. Bauman, Jr., Burns, Castor, Kern, Shaner, Sweeney, Mayor Kern, Solicitor Hovey, and Borough Manager, Rittenhouse,

### **APPROVAL OF THE MINUTES:**

Mr. Sweeney motioned to approve the minutes of the July 6<sup>th</sup> , 2020 council meeting. Mr. Kern seconded. Motion carried.

### **MAYOR:**

Mayor Kern reported Royersford Mayor, Jenna, and herself continue to work on the #Twin Borough Initiative. L&W Group has printed out 1,000 handouts to be placed strategically around the borough. Her hope was to have some at the borough hall lobby and the library, but since they are not open to the public at the moment, she is open to suggestions. She will be visiting the local businesses to give them copies as well as our own police department. Also, they are working on a banner to hang by the bridge. The Royersford Women's Club is sponsoring the banner. She said hopefully council has seen the representation that she sent earlier via e-mail.

On Thursday, July 23, 2020, the mayor was honored to swear in a new part-time officer to our department. Officer Robert Catren was previously employed as a part-time officer for Spring City from December 2015 to October 2017 and worked with East Vincent Township Police Department until January of 2020. He is currently employed part-time with West Pottsgrove Township Police Department. His experience and familiarity with this department will definitely be a benefit.

Mr. Pennypacker, a resident of Broad Street, had contacted Mayor Kern concerning a broken and deteriorating telephone pole outside his residence. This pole was damaged 17 years ago from a car accident and PECO just replaced the pole and strapped the old damaged pole to the new pole. The Mayor made a few calls to PECO and was able to persuade them to remove this hazard from the street.

There was also some concerns from a resident as to the noise at the corner of Poplar and Church Streets. The mayor was able to answer the resident's concerns with the help of Mr. Rittenhouse and Mr. Mohn. She noted her appreciation for their assistance.

Mayor Kern said she is happy to listen and assist our residents whenever there is a need.

### **COMMITTEE REPORTS:**

**STREETS AND UTILITIES:** Mr. Rittenhouse gave the following Streets Department Report for the month of July 2020. **TRASH DISPOSAL** - 67.1 tons of refuse was transported to the Lanchester Landfill from July 6<sup>th</sup> through July 20<sup>th</sup>, 2020.

Sixteen (16) bulk trash pick-ups were made during the month. **YARD WASTE** - 16.8 tons of yard waste was collected at curbside on Mondays. **SINKHOLE AT CHURCH AND POPLAR STREETS** - Stoney Crest Excavating, LLC completed the pipe replacement project on the sinkhole at Church and Poplar Streets on July 27<sup>th</sup>. **MAINTENANCE** - Mowed and trimmed the grass on all borough properties. Continued painting yellow curbs at various intersections and driveways. Cleaned various storm water inlets throughout the borough.

**SANITATION AND SURFACE WATER:** Mr. Bauman, Sr. gave the following Wastewater Treatment Plant report for the month of July. **Daily Flows** - The average daily flow for the month of July, 2020 was 359,000 gallons per day. The maximum flow occurred on July 11<sup>th</sup> and was recorded at 991,000 gallons. **Maintenance** - All routine maintenance was performed by our plant operator during the month. The plant truck was inspected on July 27<sup>th</sup>. Mr. Fegan replaced the discharge tubing and pump tube on the chemical feed system which feeds poly aluminum chloride for the removal of phosphorus. Mr. Fegan submitted the paperwork to Penn Dot on July 9<sup>th</sup> for the permit to do the final road restoration on North Main Street where there was a force main break several months ago. Penn Dot's anticipated response date is August 15<sup>th</sup>.

### **POLICE:**

Mr. Castor reported the police committee met on July 17<sup>th</sup> and discussed several items which included painting parking space lines on Main Street, the possible purchase of an SUV police vehicle when the department replaces the 2014 Dodge Charger, adding an additional full time patrolman, and installing a traffic mirror at Bridge and Church Streets .

Mr. Kern read the July monthly police report submitted by Chief White. Total Calls: 169; traffic 9; miscellaneous 30; parking complaints 2; medical emergencies 24; assist other departments 11; domestic disputes 15; theft 2; disturbances 5; suspicious person 10; vehicle lockout 1; harassment 3; abandon/repo vehicle 7; 911 hang up 2; alarm 4; noise complaint 14; animal complaint 5; criminal trespass/burglary 2; well-being 8; accidents 5; DUI 1; missing juvenile 2; 302 commitment 1; fire 2; motor vehicle theft/unauthorized use 1; death investigation 1; rape 1; public drunkenness 1. Traffic Citations: 1; Non-traffic Citations 4; Criminal Arrests 3 - terrorist threats 2; flight to avoid apprehension 1. **Mileage traveled during the month of July:** Car 14-1(2019 Dodge) 948 miles, Car 14-2 (2015 Dodge) 1,137 miles which made a total of 2,085 miles. **Gas used during the month of July:** Car 14-1 (2019 Dodge) 148.4 gallons, Car 14-2 (2015 Dodge) 172.9 gallons which made a total of 321.3 gallons of gas used during the month.

### **FINANCE & ORDINANCE:**

Mr. Sweeney reported the Finance and Ordinance Committee met on July 22<sup>nd</sup> . The committee discussed changes to the borough pet ordinance and recommends changes to allow residents to own chickens. Details will be discussed at the August council meeting.

The committee also discussed increased funding for the Liberty Fire Company. The committee plans to continue discussions and to make a recommendation to borough council by October.

### **ZONING, HOUSING & PROPERTY:**

Mr. Rittenhouse reported there were eleven (1) building permits issued during the month of July, 2020. Estimated cost of construction was \$95,000.00. Permit fees collected were \$1,773.50. Ruth Jalkowski, 341 Washington Street, electric; Ruth Jalkowski, 341 Washington Street, renovations; Daniel McGraw, 205 Washington Street, fence; Robert Miller, 120 S. Wall Street, repair house (from storm); Robert Miller, 120 S. Wall Street, repair garage (from storm); Ann Marie Babbitt, 439 S. Main Street, fence; Helen Seguin, 511 Broad Street, electric; Dwayne Kulp, 210 S. Cedar Street, heater replacement; Taylor Shronk/Ian MacMillan, 116 Pikeland Avenue, two car

detached garage; Justin Fried, 301 Yost Avenue, electric; Joe Hill, 404 Broad Street, repair sewer line.

### **PLANNING:**

Mr. Bauman read the meeting minutes from the July 15<sup>th</sup>, 2020 Planning Commission meeting. These minutes are posted at the borough hall.

At the July meeting the commission reviewed the Villages of Spring Hill's final plans (major, minor) and motioned to approve the plans and move them to Spring City Borough Council for final approval.

The commission also reviewed and discussed a preliminary plan for the Hunsberger Tract which will consist of 30 two-family dwelling units (twins). Future items to be addressed included a fee in lieu of open space, the use of a low pressure sewer system for approximately 8 of the 30 units, driveway lengths, and improvements to the intersection of South Main Street and Hunsberger Road.

### **PARKS & RECREATION:**

Mr. Sweeney reported the Parks and Recreation Committee met on July 16<sup>th</sup>.

Chairman Sweeney shared that he met with members of the Spring City Area Business Association. The association is interested in taking on an organizational role in the Music and Market Festival and leading a community effort to paint a Spring City-themed mural on the Hydromtion Building.

The committee agreed that planning for future events would be dependent on the Covid 19 spread and health department recommendations.

The Concert-in-the Park featuring Vuja De originally scheduled for July 23<sup>rd</sup> was cancelled due to storms. The concert has been rescheduled for August 5<sup>th</sup> 7:00 at Brown Street Park.

### **FINANCIAL REPORTS:** (Posted)

### **APPROVAL OF REPORTS:**

Mr. Burns motioned the committee reports be approved as presented. Mr. Castor seconded. Motion carried.

### **PUBLIC COMMENT:**

Gary Brown, 228 Bridge Street, expressed his thanks to Borough Council for their interest and support of the Spring City Area Business Association.

### **UNFINISHED BUSINESS:**

#### **1. Villages of Spring Hill (Major and Minor Plans).**

Mr. Bauman, Jr. motioned to adopt Resolution No. 2020-08 a resolution of Borough Council granting final approval with conditions to a subdivision and land development application known as property conveyance for Villages of Spring Hill, submitted by Robert and Larue Latshaw. Mr. Sweeney seconded. By a 5-0 vote the motion carried. Mr. Shaner and Mr. Kern abstained from voting.



Mr. Burns motioned to adopt Resolution No. 2020-09 a resolution of borough council granting final approval with conditions to a subdivision and land development application known as Villages of Spring Hill submitted by US Home Corporation D/B/A Lennar. Mr. Castor seconded. By a 5-0 vote the motion carried. Mr. Shaner and Mr. Kern abstained from voting.

**2. An Ordinance Regulating Dumpsters, Bagsters, and Temporary Portable Storage Units.**

Mr. Sweeney motioned to adopt Ordinance No. 556 which regulates the permitting, placement, and use of bagsters, dumpsters, and temporary portable storage units on properties within Spring City Borough. Mr. Castor seconded. Motion carried.

**3. Planning Commission and Zoning Hearing Board Vacancies.**

Mr. Rittenhouse reminded council that the following vacancies still exist on the Zoning Hearing Board - one (1) full time member and one (1) alternate member, and the Planning Commission - one (1) full time member.

**NEW BUSINESS:**

**1. Advertise for Bids for Curbside Recycling Collection.**

Mr. Castor motioned to advertise for bids for curbside collection of recyclables in Spring City Borough. Mr. Burns seconded. Motion carried.

**2. Susan Elks - Community Planning Director of the Chester County Planning Commission.**

Susan Elks, the Community Planning Director from the Chester County Planning Commission, addressed council in regards to assisting the borough with the preparation of updating Spring City Borough's Comprehensive Plan.

Ms. Elks informed council that the county offers grant programs to assist municipalities on updating their comprehensive plans. The municipality has the option of using the county or a private consultant to assist them on updating the plan.

She noted that the Pennsylvania Municipalities Planning Code requires that municipal comprehensive plans be updated every 10 years.

The county grant cycles come around twice a year and Ms. Elks encouraged council to contact the county when they are ready to move forward with any planning projects and studies. It is fairly standard that the overall cost to update a municipal comprehensive plan be updated every 10 years.

The county grant cycles come around twice a year and Ms. Elks encouraged council to contact the county when they are ready to move forward with any planning projects and studies. It is fairly standard that the overall cost to update a municipal comprehensive plan is between \$60,000.00 - \$65,000.00.

The County Assistance Program picks up 70% of the costs and the municipality 30%.

Ms. Elks also briefly discussed Landscape 3.

Mr. Sweeney asked council to keep this information in mind as he would like the borough to consider updating our comprehensive plan in the near future.

### **3. Regulating Harboring Chickens in the Borough.**

Mr. Sweeney presented to council some recommended changes to Ordinance No. 519 which would make it lawful to house chickens in the Borough. These revisions were recently discussed by the Finance & Ordinance Committee.

The changes are as follows: i. Remove "chickens" from the Prohibited Animals list. ii. Add the following: 1. Fowl shall be provided a secure, predator-resistant, and well ventilated roofed structure providing a minimum of three square feet per fowl, and in compliance with the current zoning and building codes. 2. The structure shall be fully enclosed, moisture resistant, raised off of the ground, or placed on a hard surface such as concrete, patio block, or gravel; and may have a heat source to maintain an adequate indoor temperature during extreme cold conditions. 3. Fowl shall be kept in the structure or any attached fenced yard enclosure at all times. The structure and fenced yard together shall provide at least sixteen square feet per fowl. 4. Fowl shall be kept in the structure from dusk until dawn. During daylight hours, fowl shall have access to the structure. 5. No structure or fenced yard enclosure located in a rear yard shall be located closer than fifteen feet to any abutting property line unless the owner obtains written consent of the abutting property owner (s). 6. The structure and the fenced yard enclosure shall be kept in a clean, sanitary, and healthy condition. 7. Maximum of ten chickens.

lii. Borough residents wishing to own chickens will need to obtain a permit for a fee of \$10.00/annually for the flock.

Mr. Rittenhouse asked council members to review these recommended changes and submit their questions or concerns to Mr. Sweeney and Mr. Shaner (Finance & Ordinance Committee) and copy him so the committee can further discuss these amendments at the August Finance & Ordinance Meeting.

#### **READING OF THE PAYMENT OF THE BILLS:**

**GENERAL ACCOUNT:** (OFFICE) PECO \$727.26; Action Data Services \$206.44; H.A. Berkheimer \$467.72; Wolf, Baldwin & Associates, P.C. \$660.00; Verizon \$192.46; Staples \$156.44. TOTAL: \$2,410.32. (STREETS) Eagle Disposal \$4,486.30; PECO \$28.04; Chester County Solid Waste Authority \$6,576.72; Flexible Benefits Plan, Inc. \$3,239.19; A.J. Blosenski \$7,476.75; MuniBilling \$1,435.05; L&W Group \$22.00; AirGas USA, LLC \$27.60; Occupational Health-Pottstown Hospital Tower Health \$265.00; Wolf, Baldwin & Associates, P.C. \$105.00; WEX Bank \$191.04. TOTAL: \$24,122.69. (POLICE) Flexible Benefits Plans, Inc. \$3,823.33; Crystal Springs \$47.73; deCordre Automotive \$259.70; PA American Water \$610.38; AT&T \$104.63; Wolf, Baldwin & Associates, P.C. \$375.00; Verizon \$331.21; WEX Bank \$509.52; Borough of Phoenixville \$1,512.50; Provident \$53.90; Axon Enterprise, Inc \$495.00. TOTAL: \$8,122.90.

**SEWER ACCOUNT:** PECO \$1,716.51; Franc Environmental, Inc. \$2,860.00; deCordre Automotive \$115.25; M.J. Reider Associates, Inc. \$1,174.00; Flexible Benefits Plans, Inc. \$3,658.70; Crystal Springs \$8.99; Action Data Services \$167.96; Geiger \$110.60; MuniBilling \$1,556.97; EEMA \$3,783.26; L&W Group \$22.00; Limerick Hardware Company \$15.05; Verizon \$223.81; T.L. Conrad Electric, Inc. \$375.24; WEX Bank \$131.16; USA BlueBook \$63.01; A.J. Blosenski, Inc. \$525.00; Cigna \$14.60; PAW \$97.62; J.C. Ehrlich \$66.00; Provident \$83.79; USALCO \$3,003.00; Emergency Systems Company \$1,098.17; TOTAL: \$20,870.69.

**STREET LIGHT FUND:** PECO \$4,071.58. TOTAL: \$4,071.58.

**BUILDING & PROPERTY FUND:** Plott's Energy \$84.96; Professional Plastics \$333.74; Crystal Springs \$9.50; PAW \$42.21. TOTAL: \$470.41.

**PARK & RECREATION FUND:** PECO \$118.79; United Site Services \$156.01; PAW \$105.74. **TOTAL:** \$380.54.

**PLANNING, ZONING & HOUSING FUND:** Motley Associates, Inc. \$17,514.55; Wolf, Baldwin & Associates, \$810.00. **TOTAL:** \$18,324.55.

Mr. Bauman motioned the bills be approved for payment as read. Mr. Kern seconded. Motion carried.

**ANNOUNCEMENTS:**

Mr. Shaner announced the following meetings are scheduled for the month of August, 2020: **Sewer Committee**, Thursday, August 13<sup>th</sup>, 6:30 p.m.; **Parks & Recreation Committee**, Thursday, August 20<sup>th</sup>, 6:00 p.m.; **Police Committee**, Thursday, August 20<sup>th</sup> 6:30 p.m.; **Planning Commission**, Wednesday, August 19<sup>th</sup>, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, August 26<sup>th</sup>, 6:30 p.m.

The September Borough Council Meeting will be held on Tuesday, September 8<sup>th</sup>, 2020, 7:00 p.m.

**ADJOURNMENT:**

Mr. Kern motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Castor seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse  
Borough Manager

## FINANCIAL REPORT FOR THE MONTH OF:

**JULY, 2020**

The following figures represent the balance in each Department as appropriated in the 2020 Budget.

### **GENERAL GOVERNMENT**

#### **% UNSPENT**

General Government	\$ 86,249.99	44%
Protection to Persons and Property	\$ 305,700.22	58%
Planning, Zoning and Housing	\$ 20,415.48	34%
Streets and Highways	\$ 262,399.28	52%
Street Repaving	\$ 150,191.00	100 %
Parks and Recreation	\$ 28,461.48	96%
Insurance	\$ 69,481.00	100%
Street Lighting	\$ 19,876.56	40%
Library	\$ 15,000.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,308.26	72%
Building and Property	\$ 50,228.72	82%
1% Tax Collection	\$ 2,066.58	41%
OPT Tax Collection	\$ 173.43	69%
Workers' Compensation	\$ 15,525.00	39%
Engineering and Consulting	\$ 12,629.90	36%
CRP Grant – Consulting	\$ 57,893.80	81%

### **SEWER ACCOUNT**

\$ 139,693.81	21%
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This report reflects all wages and bills paid through July 31, 2020.

# Tax Collector's Monthly Report to Taxing District

Taxes Included: SPRING CITY BOROUGH TAX / BOROUGH PER CAPITA / OCCUPATION TAX

For The Month of : 6/30/2020 00:00:00 To 7/28/2020 23:59:59

A. Collections	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$41,727.36	\$128.96	\$0.00	\$0.00	\$0.00	\$0.00	\$4,760.00	\$6,565.00	\$53,181.32
2A. Additions: During the Month	\$0.00	\$19.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19.52
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$41,727.36	\$148.48	\$0.00	\$0.00	\$0.00	\$0.00	\$4,760.00	\$6,565.00	\$53,200.84
4. Less: Face Collections for the month	\$6,817.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$345.00	\$465.00	\$7,627.80
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$13.75	\$33.75
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$34,909.56	\$148.48	\$0.00	\$0.00	\$0.00	\$0.00	\$4,395.00	\$6,086.25	\$45,539.29
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$6,817.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$345.00	\$465.00	\$7,627.80
10. Plus: Penalties	\$67.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.00	\$29.67	\$119.47
11. Less: Discounts	\$9.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.88
12.Total Cash Collected Per Column	\$6,875.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$367.00	\$494.67	\$7,737.39
13.Total Cash Collected All Columns									



C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
07/01/2020		\$4,740.77
07/02/2020		\$40.00
07/12/2020		\$1,473.12
07/13/2020		\$57.38
07/14/2020		\$27.50
07/18/2020		\$1,376.99
07/23/2020		\$22.04
	TOTAL	\$7,737.80

15. Amount Paid with this report Applicable to this reporting Month

TOTAL

16. Total Remitted this Month

TOTAL

\$7,737.80

17. Total Other Credits and Adjustments

Parcel #	Name	Amount
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18. Interest Earnings (If applicable) \$

Taxing District Use (Optional)
Carryover from Previous Month
Amount Collected this Month
Less Amount Paid This Month
Ending Balance



Tax Collector

Date

7/23/2020

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district)



Title: 

Date:

8/13/20

# MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$7,627.80	\$0.00	
Discount Amount	\$9.88	\$0.00	
Penalties Amount	\$119.47	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$0.41	\$0.00	
Total Deposit (Including Refunds)			\$7,737.39
Adjusted Total Cash Collected			\$7,737.80
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics	Face Current	Disc/Pen Cui	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total
Face Amount Collected in Discount	\$493.94	\$9.88	\$0.00	\$0.00	\$493.94	\$9.88	\$484.06
Face Amount Collected in Face	\$5,939.61		\$0.00		\$5,939.61		\$5,939.61
Face Amount Collected in Penalty	\$1,194.25	\$119.47	\$0.00	\$0.00	\$1,194.25	\$119.47	\$1,313.72
							\$7,737.39

Commission	Municipal/County		School		Per Capita	Others
	Current	Interim	Current	Interim		
12. Total Cash Collected Per Column	\$ 6,875.72	\$0.00	\$0.00	\$ 0.00	\$ 367.00	
Commission Rate						
Monthly Commission per column						

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business July 31, 2020

General Fund

Berkheimer Associates – E.I.T.	\$ 7,609.33
Trash Collection Fees	\$ 53,336.58
Accident Reports	\$ 55.00
Bulk Pickups	\$ 665.00
Building Permits	\$ 1,773.50
Trash Certs	\$ 130.00
Taxes	\$ 1,267.47
Berkheimer OPT	\$ 100.27
Fee in Lieu of Taxes	\$ 17,506.12
Local Fines	\$ 1,040.13
County Fines	\$ 1,278.64
Lease Dwelling Fees	\$ 6,224.09
U&O Inspections	\$ 500.00
Crossing Guard Agreement	\$ 2,172.00
Utility Permit	\$ 103.00
CRP Grant	\$ 320.00
Sub/LD Escrow Fee	\$ 17,976.68

TOTAL DEPOSITS TO GENERAL FUND	\$ 112,057.81
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Withdrawals:

By orders #29903 - 29926  
#15308 - 15340

\$108,907.42

Intra Fund Transfer

\$ 40,000.00

Balance on Account - Checking

\$131,991.06

SEWER FUND

Sewer Receipts

Sewer Rent	255,505.83
Sewer Certs	170.00
NSF Check Fee	<u>17.00</u>

Total Deposits

\$255,692.83

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Withdrawals:

By Orders #8568 -# 8595, #22199 – #22208

\$ 52,385.49

Intra Fund Transfer

\$ 290,000.00

\$ 342,385.49

Balance On Account                      \$    39,783.22

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Respectfully submitted

Dennis Rittenhouse